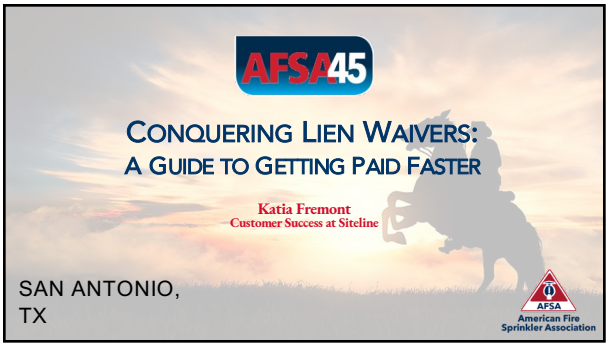
AFSA45
CONQUERING LIEN WAIVERS:
A GUIDE TO GETTING PAID FASTER
Katia Fremont
Customer Success at Siteline
SAN ANTONIO, TX
AFSA
American Fire Sprinkler Association

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HOUSEKEEPING ITEMS
TO RECEIVE CREDIT FOR THIS SEMINAR, YOU MUST:
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About Katia Fremont
Customer Success, Siteline
Certified Project Manager—worked as a PM in fire protection
7 years of customer success experience, across construction, finance, and tech
Leads customer onboarding at Siteline
Volunteer docent at Philly City Hall
Traveled to 37 states
Speaks 3 languages

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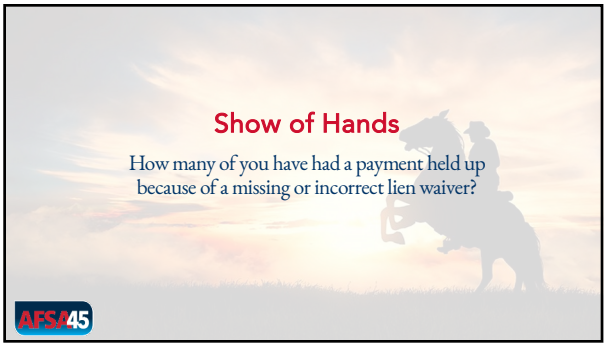
Show of Hands
How many of you have had a payment held up because of a missing or incorrect lien waiver?

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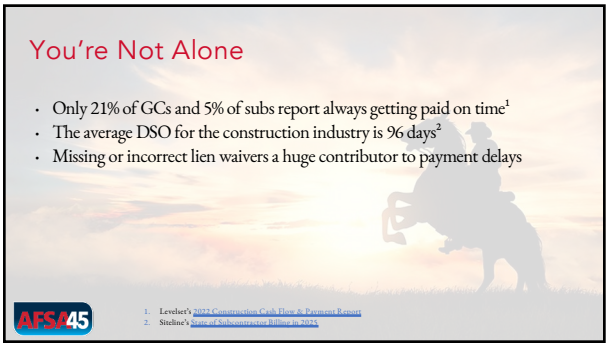
You're Not Alone
Only 21% of GCs and 5% of subs report always getting paid on time[1]
The average DSO for the construction industry is 96 days[2]
Missing or incorrect lien waivers a huge contributor to payment delays
1. Levelset's 2022 Construction Cash Flow & Payment Report
2. Siteline's State of Subcontractor Billing in 2025

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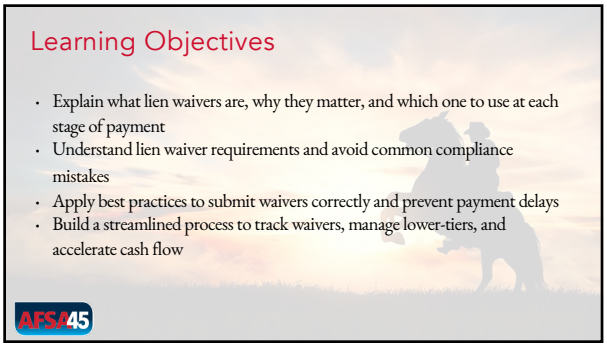
Learning Objectives
Explain what lien waivers are, why they matter, and which one to use at each stage of payment
Understand lien waiver requirements and avoid common compliance mistakes
Apply best practices to submit waivers correctly and prevent payment delays
Build a streamlined process to track waivers, manage lower-tiers, and accelerate cash flow

6

The What, Why, and How

What is a lien waiver? *A document that waives a subcontractor's right to file a lien against a property for non-payment.*

Why are they important? *They ensure subs and suppliers get paid for their work while protecting GCs and owners from liens.*

How do they work? *They clear lien rights once payment is made, reducing disputes and unlocking the next payment.*

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Preliminary Notice vs. Lien Waiver

Preliminary Notice

- Sent at the start of a project
- Preserves lien rights (so you can file later if needed)
- Says: "I'm here and I want to protect my rights."

Lien Waiver

- Exchanged as payments are made
- Releases lien rights for a specific payment
- Says: "I've been paid, so I'm giving up rights for this amount."

8

Lien Waiver Types and Timing

9

First Distinction: Conditional vs. Unconditional

Conditional

Waives lien rights only after payment clears.

Contingent on successful payment

Unconditional

Waives lien rights immediately upon signing

Effective whether or not payment is cleared

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Second Distinction: Progress vs. Final

Progress

Covers work up to a specific date

Exchanged with progress payments

Lien rights remain for unpaid work

Final

Covers all work on the project (incl. retainage)

Exchanged with final payment

Waives all remaining lien rights

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All Four Types, and When to Use Them

Conditional Progress

Submit **with** every progress pay app

Says: "I'll waive rights if I'm paid."

1

Unconditional Progress

Submit **after** each progress payment clears

Says: "I've been paid for this portion; rights waived for this phase."

2

Conditional Final

Submit **with** final invoice

Says: "I'll waive rights if final payment clears."

3

Unconditional Final

Submit **after** final payment clears (incl. retainage)

Says: "I've been paid in full; all rights waived."

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Final Distinction: Primary vs. Lower-Tier

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Lien Waiver Compliance

It's All About Location

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Not All States Play By the Same Rules

The four big areas of variance between states:

- Regulated vs. unregulated lien waiver forms
- Conditional and unconditional waiver rules
- Whether contract (advance) waivers are prohibited
- Notarization requirements

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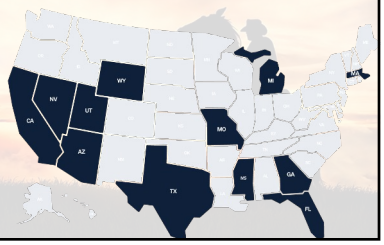
#1: Regulated vs. Unregulated Forms

In these 12 states, using a non-compliant form can render your lien waiver unenforceable and delay payment.



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Basic Info Every Lien Waiver Should Include

- **Payer and payee contact info:** legal business names, addresses, contact names, and email addresses or phone numbers
- **Project info:** general info about the property and project, including property address, project start date, PM contact info, and payment details specific to waiver amount
- **Payment amount:** the precise amount for that pay period, plus check, invoice, or pay app number

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#2: Conditional & Unconditional Rules

Some states set rules around when and how lien waivers can be used.

Georgia

Conditional waivers can convert to unconditional after a set period if no action is taken

Indiana

Restricts unconditional waivers that function as advance waivers or waive rights before payment

Texas

Restricts the use of unconditional waivers, particularly if signed before payment is received

Bottom line: *If your state has restrictions here, the law may already be on your side.*

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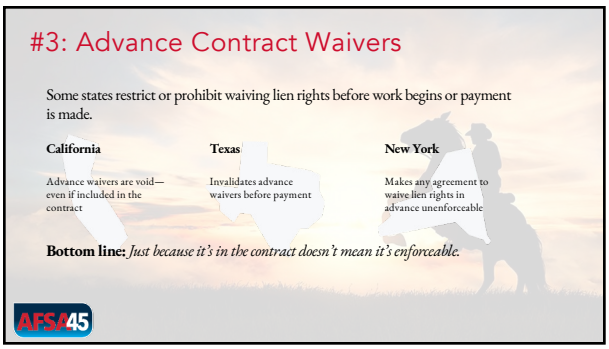

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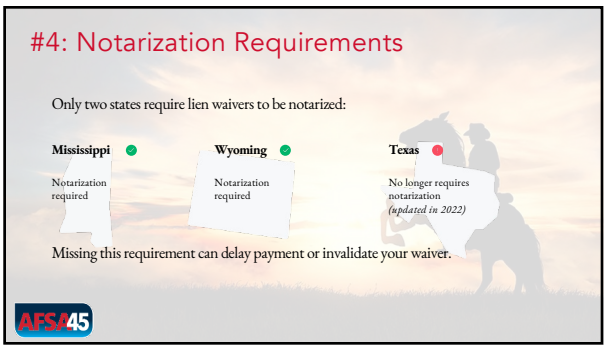

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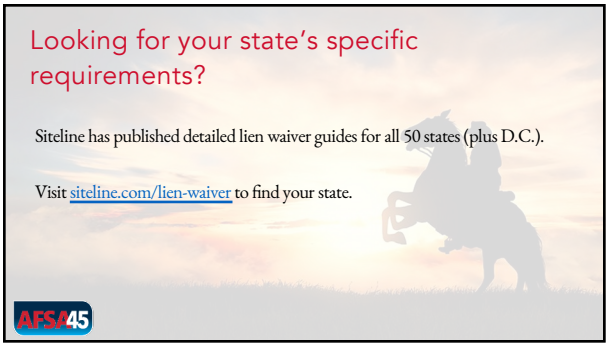

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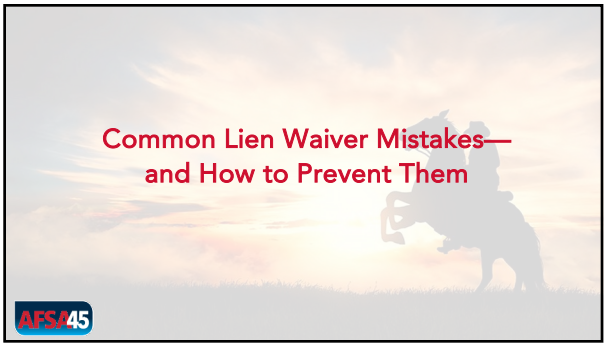

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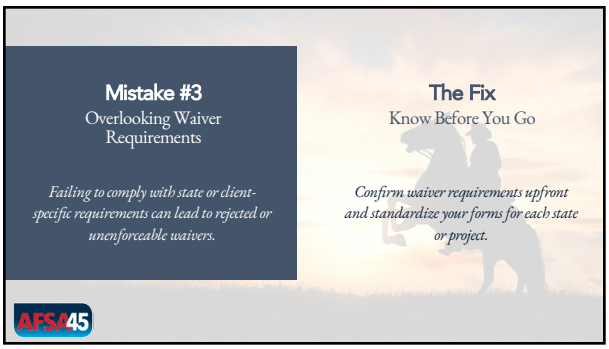
Mistake #3
Overlooking Waiver Requirements
Failing to comply with state or client-specific requirements can lead to rejected or unenforceable waivers.
The Fix
Know Before You Go
Confirm waiver requirements upfront and standardize your forms for each state or project.
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Mistake #4
Missing Vendor Waivers
Not collecting lower-tier waivers can delay upstream payments and increase lien risk.
The Fix
Mandate and Bundle
Require vendor waivers with each invoice and bundle them with your own to keep payments moving.
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Mistake #5
Managing Waivers Reactively
A reactive waiver process creates bottlenecks, rushed follow-ups, and payment delays.
The Fix
Centralize and Streamline
Keep waivers, invoices, and payments in one place to spot issues early and prevent delays.
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Q & A
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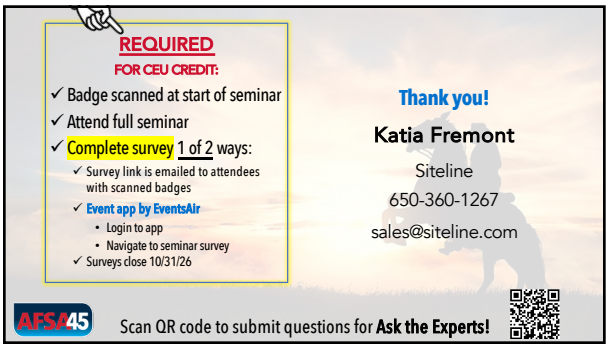
REQUIRED
FOR CEU CREDIT:
✓ Badge scanned at start of seminar
✓ Attend full seminar
✓ Complete survey 1 of 2 ways:
✓ Survey link is emailed to attendees with scanned badges
✓ Event app by EventsAir
• Login to app
• Navigate to seminar survey
✓ Surveys close 10/31/26
Thank you!
Katia Fremont
Siteline
650-360-1267
sales@siteline.com
AFSA45
Scan QR code to submit questions for Ask the Experts!

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2027 Training Schedule

WEBINARS

1/6	Updates to NFPA 20
1/20	Calculating Pressure Reducing Hose Valves
2/3	Consumer Alert: Nitrogen in Sprinkler Systems
2/17	Reviewing Hydraulic Calculations
3/3	Updates to NFPA 13, 2028 Ed.
3/17	Updates to NFPA 13R & 13D, 2028 Eds.
4/7	Topic Coming Soon
4/21	NFPA 25: Roles & Responsibilities
5/5	Standpipe Flow Test Procedures
5/19	Storage 101
6/2	NFPA Technical Meeting - Voting Guide
6/16	Topic Coming Soon
6/30	Topic Coming Soon
7/7	Updates to NFPA 14, 2027 Edition
7/21	Adjacent Hazards & Design Methods
8/4	Acceptance Testing
8/18	Modifications to Existing Systems
9/22	Topic Coming Soon
10/6	Seismic 101
10/20	Proposed Updates to NFPA 25, 2029 Ed.
11/3	Evaluating Fire Pump Flow Tests
11/17	Top 10 Tech Reviews
12/1	Designing Water Storage Tanks
12/15	Pump Room Layout

PROGRAMS

Feb 9 - Mar 5 Apr 20 - May 14 Aug 3 - Aug 27** Oct 26 - Nov 19	Beginning Design School*
Apr 26 - May 7 Nov 1 - 12	Intermediate Design School*
Feb 8 - 10** Apr 12 - 14 Jul 12 - 14 Oct 11 - 13	Sprinkler Hydraulics Calculations Workshop
Apr 19 - 21 Oct 18 - 20	Advanced Hydraulics Calculations Workshop
Feb 11** Apr 30 Jul 23 Sep 24	Introduction to the Fire Sprinkler Industry
Mar 1 - 3 May 17 - 19 Aug 16 - 18 Oct 18 - 20**	NFPA 25 Essentials Workshop
Jun 7 - 10 Sep 20 - 23	Experienced Inspector Skills Lab
Mar 4 - 5 May 20 - 21 Aug 19 - 20 Oct 21 - 22**	NFPA 25 Fire Pump Workshop
Spring Summer Fall	ITM Inspector Development Program* *This program is 20 months.*

** Hybrid course **At General Air Products Lab, Exton, PA*

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September 8-11	Manchester Grand Hyatt San Diego, CA

For More Details Visit:
firesprinkler.org

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Dates subject to change. Programs subject to minimum registrations.

rev 9/14/2026

Virtual Instruction Path (VIP)

for Sprinkler Fitting Apprentices

Level 1 - Begins January 2027

Level 2 - Begins February 2027

Level 3 - Begins January 2027

Level 4 - Begins March 2027

www.firesprinkler.org/VIP

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HANDS-ON WORKSHOPS FOR 2027

FEATURING AFSA'S TRAINING LAB

NFPA 25 Essentials Workshop

Mar | May | Aug | Oct

Description: Understand roles, responsibilities, and NFPA 25 ITM procedures through hands-on testing of wet systems, dry systems, and fire pumps.

NFPA 25 Fire Pump Workshop

Mar | May | Aug | Oct

Description: Develop practical NFPA 25 fire pump ITM skills, including no-flow and full-flow testing, water supply graphing, and performance evaluation.

Introduction to the Fire Sprinkler Industry

Feb | Apr | Jul | Sep

Description: This course is designed for those new to the industry. An introductory, wide-ranging 8-hour course that provides a broad overview of core fire sprinkler industry concepts for those new to the field.

Experienced Inspector Skills Lab NEW

Mar | Sep

Description: Take your ITM expertise beyond the basics. Designed for experienced technicians, this course combines focused classroom instruction with hands-on system lab training to strengthen your application of current NFPA 25 inspection, testing, and maintenance requirements. Refine fire sprinkler testing practices, improve documentation, deliver more consistent service, and help reduce liability while reinforcing knowledge commonly covered on certification exams.

Learn more about AFSA's fire sprinkler lab featuring functional risers, a spray room, fire pumps, and an interactive classroom.

firesprinkler.org/lab